



PUBLIC WORKS / PARKS DEPARTMENT SAFETY COMMITTEE
June 29, 2010
MINUTES

Meeting called to order at 9:05 AM

Present: Jeff Nieland, A. Alix, C. Gordon, Todd Drew, Sue Nett, Vince Maas., M. Radtke, Tim Jacobson

Absent: Brian Tungate, Ken Popelka, Bill Basler Sr., Jim Julius, Pamela Captain

A. Approval of Minutes – Motion to approve minutes from the May 25, 2010 meeting made by S. Nett second J. Neiland.

B. Old Business

1. **EOEP Maps** – C. Gordon has the Jefferson Park Pool Bathhouse plan and is in process. Memorial Building requires completion of evacuation route.
2. **First Aid Kit – Sign Shop-** purchased and installed.
3. **Review of Scissors Lift and Bucket Truck Training** – All in attendance felt the training was very good – the only issue being the bucket truck malfunction during practical exercise.

C. New Business

1. **Monthly Safety Topic** – “When thunder roars, go indoors” was distributed by S. Nett by interoffice mail. Topic was discussed
2. **Injury Review** – 1 injury reported. Member of street crew stepped into a hole obscured by a flooded street following a heavy rain straining his right knee and right side. No medical attention or lost time. Normal practice is to place a barrel over a hole, barrel had been inadvertently moved exposing the hole. Suggestion was to use plywood and barrel or some other effective means to mark the hole, especially in a circumstance when a street is flooded and the hole may be under water.
3. **Noise Study** – T. Drew to obtain a noise meter and conduct updated readings.
4. **Chains / Tie Down Straps** – Issue was raised regarding tie down strap periodic inspection and what would constitute damage which required replacement and if weight rated chains removed from the maintenance department for other uses would have an impact on the rating. T. Drew raised issue to B. Rank – CVMIC response provided to Safety

Committee. T. Jacobson stated that all tie straps had been replaced and Thad Brown is the designated person. Chains are to be kept locked in the Maintenance Shop. Inspection form to be used to monitor condition – chains are assessed by WISCO Lift annually.

5. **New Items - Pool AED Drill** – B. Tungate and S. Nett are coordinating a Jefferson Park Pool AED drill. Issue regarding time to run the drill and means of avoiding panic with the public to run a real simulation.

D. Training

- 1,2. **Status of confined space air sampling training and annual computer refresher trainings**- T. Drew will meet with Patrick James – IT and have training put on both the DPW and Parks break room computers.
3. **Other training needs** – No issues raised.

E. Adjourn: Motion M. Radtke second A. Alix @ 10:05 AM

Reminder next meeting to be held in the Company E Room.